

1. CALL TO ORDER

Regular meeting #05 for 2026 of the Grand Bank Town Council was held on Monday, May 25, 2026 at 4:00 p.m. at the Council Chambers.

Mayor Jack Burfitt, Councillors Roger Brooks, Derrick Dunne, Amanda Meade, and Elaine Strowbridge attended along with CAO Terry Fleming, Town Clerk Michelle Patten, and Administrative Clerk Michelle Osmond.

Mayor Burfitt passed along his condolences to CAO Fleming on the passing of his mother.

2. ADOPTION OF AGENDA

MOTION 2026-4098: R.BROOKS/D.DUNNE

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR

MOTION CARRIED

3. DELEGATION

4. ERRORS AND OMISSIONS

5. ADOPTION OF MINUTES

MOTION 2026-4099: E.STROWBRIDGE/A.MEADE

Motioned that the minutes for the Regular Meeting of Council on April 20, 2026 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

6. BUSINESS ARISING FROM MINUTES – APRIL 20, 2026

a. Warming Center

Mayor Burfitt advised that the generator is installed, NL Power are almost ready to begin their pole work. Once that is complete the generator can be tested.

b. Downtown Development Phase III

Councillor Dunne asked for an update on the seating. CAO Fleming advised that he asked Joe to get quotes on this and will check with him for an update.

7. INCOMING CORRESPONDENCE FOR ACTION

a. Letter of Support

Received an email from Wanda Butler requesting a letter of support from the Town to be submitting with her proposal to the Provincial Government to create a recovery centre at the former Father Berney School in Burin.

MOTION 2026-4100: E.STROWBRIDGE/A.MEADE

Motioned that the Town write a letter of support.

ALL IN FAVOUR

MOTION CARRIED

8. INCOMING CORRESPONDENCE FOR INFORMATION

a. Grand Bank Fire Department

Received minutes for March 4, 2026 and May 6, 2026.

b. John Burke High School

Received a letter advising that John Burke High School will be participating in the Relay for Life event in support of the Canadian Cancer Society on June 22, 2026 from 4:00 p.m. to 10:00 p.m. at the Community Park. They have requested to hold a car wash on College Street. It was agreed to notify residents in advance of possible dirty water during that time.

9. COMMITTEE REPORTS

a. Finance Committee

Councillor Derrick Dunne, Committee Member, presented a written report of a meeting the Committee held on May 20, 2026 and presented the following recommendations:

1. Supplemental Assessments (MAA)

MOTION 2026-4101: D.DUNNE/E.STROWBRIDGE

Motioned that the supplemental assessment adjustments be approved as reviewed by the committee. The list was prepared in accordance with the Town’s standard financial procedures.

ALL IN FAVOUR

MOTION CARRIED

2. Donation Request

a. MOTION 2026-4102: D.DUNNE/A.MEADE

Motioned that Town donate \$500.00 to the Burin Peninsula SPCA.

ALL IN FAVOUR

MOTION CARRIED

b. MOTION 2026-4103: D.DUNNE/R.BROOKS

Motioned that Town donate \$500.00 to the Grand Bank Lions Club for their 75th Anniversary Booklet.

ALL IN FAVOUR

MOTION CARRIED

c. MOTION 2026-4104: D.DUNNE/A.MEADE

Motioned that Town donate \$100.00 to the Burin Peninsula Health Care Radiothon.

ALL IN FAVOUR

MOTION CARRIED

d. MOTION 2026-4105: D.DUNNE/E.STROWBRIDGE

Motioned that Town donate \$100.00 to the Ronald McDonald House.

ALL IN FAVOUR

MOTION CARRIED

e. MOTION 2026-4106: D.DUNNE/E.STROWBRIDGE

Motioned that Town donate \$1000.00 to the Make a Wish Foundation in conjunction with Clearwater Seafoods.

ALL IN FAVOUR

MOTION CARRIED

f. MOTION 2026-4107: D.DUNNE/E.STROWBRIDGE

Motioned that Town donate \$100.00 to the Daffodil Place.

ALL IN FAVOUR

MOTION CARRIED

3. Grand Bank/Fortune Soccer Association

MOTION 2026-4108: D.DUNNE/A.MEADE

Motion that the Town of Grand Bank issue a purchase order to C & M Siding to supply and install Metal trim around the windows and doors at the soccer clubhouse in the amount of \$1,485 (plus HST). Funds will come from the \$15,000 budgeted for the Soccer Building.

ALL IN FAVOUR

MOTION CARRIED

4. Street Sweeper

MOTION 2026-4109: D.DUNNE/A.MEADE

Motion that the Town of Grand Bank issue a Purchase Order to All Clear Asphalt for 2026 Street Sweeping, at a cost of \$7,474 (plus HST).

ALL IN FAVOUR

MOTION CARRIED

5. Installation of Fire Hall Generator Tender

MOTION 2026-4110: D.DUNNE/E.STROWBRIDGE

Motion that the Town of Grand Bank award contract to Grand Electric to install the generator at the fire hall in the amount of \$8,988.48 (plus HST).

ALL IN FAVOUR

MOTION CARRIED

6. Truck – Public Works Department

MOTION 2026-4111: D.DUNNE/R.BROOKS

Motion that the Town of Grand Bank proceed with the purchase of a 2026 Chev Silverado at a cost of \$57,003.00 plus HST.

ALL IN FAVOUR

MOTION CARRIED

7. YOLO Marketing

MOTION 2026-4112: D.DUNNE/E.STROWBRIDGE

Motion that the Town of Grand Bank renew for another year at a cost of \$2,500.00 plus for the four (4) quarterly AD campaigns.

ALL IN FAVOUR

MOTION CARRIED

8. Fire Hall

MOTION 2026-4113: D.DUNNE/E.STROWBRIDGE

Motion that the Town of Grand Bank explore options to repair the floor in the garage bays. Also, will check with outside staff regarding plastering, painting, and the garage door repairs.

ALL IN FAVOUR

MOTION CARRIED

9. Old Cottage Hospital Land

MOTION 2026-4114: D.DUNNE/R.BROOKS

Motion that the Town of Grand Bank move forward with testing vacant soil at the Old Cottage Hospital Land at a cost of \$17,350.00 plus HST.

ALL IN FAVOUR

MOTION CARRIED

10. Water Tower Inspection

MOTION 2026-4115: D.DUNNE/E.STROWBRIDGE

Motion that the Town of Grand Bank hire Greatario Services to complete an inspection of the Water Tank, for the purpose of determining the estimated remaining useful life of the Water tower at a estimated cost of \$4,475.00 plus HST.

ALL IN FAVOUR

MOTION CARRIED

11. Invoices for Payment

MOTION 2026-4116: D.DUNNE/R.BROOKS

Motioned that the Town approve payment of invoices for the month of April 2026 in the amount of \$457,557.33 as presented.

ALL IN FAVOUR

MOTION CARRIED

b. Development Committee

Councillor Dunne, Committee Member, presented a written report of a meeting the Committee held on May 20, 2026.

1. Permit – General Repairs

MOTION 2026-4117: D.DUNNE/A.MEADE

Motioned that the Town accept the general repair permits as presented in the report.

ALL IN FAVOUR

MOTION CARRIED

2. Permit – Residential

MOTION 2026-4118: D.DUNNE/E.STROWBRIDGE

Motioned that the Town accept the residential permits as presented in the report.

ALL IN FAVOUR

MOTION CARRIED

3. Permit – Air BnB

MOTION 2026-4119: D.DUNNE/A.MEADE

Motioned that the Town accept the Air BnB applications as presented in the report.

ALL IN FAVOUR

MOTION CARRIED

4. Fire Hydrants

Two (2) hydrants that were not operational, next to Corner Auto Body and on Riverside East, have both been repaired by the Public Works Department. Councillor Dunne advised that both will need to be checked by the Fire Department.

5. Condition of Property

Three properties have been identified to issue a letter advising the property owners to clean up their property, and one to remove a dilapidated shed. If not cleaned up within thirty (30) days of the letter an order will be issued.

c. Human Resources Committee

Deputy Mayor Brooks, Committee Member, presented a written report of a meeting the Committee held on May 5, 2026.

1. Temporary Administrative Clerk

MOTION 2026-4120: R.BROOKS/A.MEADE

Motioned that the Town advertise for a temporary Administrative Clerk; however this position will not ensure a certain amount of hours or weeks. On a day to day call in basis to cover the telephones and customers in the absence of the Administrative Clerk.

ALL IN FAVOUR

MOTION CARRIED

2. Employee Seniority Hours

MOTION 2026-4121: R.BROOKS/E.STROWBRIDGE

Motioned that the Town credit an outside employee seniority for hours earned while he worked as a temporary employee with the Town of Grand Bank (Recreation Department).

Yay - Burfitt, Brooks, Strowbridge, Meade

Nay - Dunne

MOTION CARRIED

CAO Fleming left the meeting at 5:30 p.m. for personal reasons.

d. Tourism Committee

Councillor Dunne, Committee Member, presented a written report of a meeting the Committee held on May 12, 2026.

1. Meeting – May 12, 2026

MOTION 2026-4122: D.DUNNE/E.STROWBRIDGE

Motioned that the Town accept the written report of the meeting held on May 12, 2026 as presented.

ALL IN FAVOUR

MOTION CARRIED

2. Terms and Reference of the Committee

MOTION 2026-4123: D.DUNNE/R.BROOKS

Motioned that the Town accept the terms and reference of the Tourism Committee.

ALL IN FAVOUR

MOTION CARRIED

10. OLD BUSINESS**a. Bulk Garbage Collection**

Mayor Burfitt advised that there are still negotiations ongoing regarding the next steps as to try and ensure residents continue to have the Bulk Garbage Collection service. The Town will continue to work with Waste Management, and investigate all options. It is also recommended to send a notice to residents to remind them to not dump garbage/bulk items around Town or outside Municipal Boundaries.

b. Fargo Fire Truck

Mayor Burfitt advised that a motion was previously made to move forward with the repairs to the Fargo, therefore it will go ahead.

c. Partanna Update

Mayor Burfitt advised that the company are ready to start construction when the soil testing is complete and approved.

Councillor Clements entered the meeting at 6:02 p.m.

11. NEW BUSINESS**a. Land on Grandview Blvd**

It was agreed to have the land tested the same time the land is tested at the Old Cottage Hospital site. If the soil is good, it was suggested to have the land surveyed.

b. Soda Ash Pump

MOTION 2026-4124: R.BROOKS/D.DUNNE

Motioned that the Town purchase the Soda Ash Pump at a cost of \$14,187.98 plus HST.

ALL IN FAVOUR

MOTION CARRIED

12. COUNCILLORS FORUM

a. Former Animal Shelter

Mayor Burfitt advised that renovations are underway at the former animal shelter to use this location for seasonal employees.

Mayor Burfitt and Councillor Meade stepped away from the meeting due to immediate family residing on Main Street.

b. Street Paving 2026

MOTION 2026-4125: R.BROOKS/E.STROWBRIDGE

Motioned that the Town pave from the former Main Street Mini Mart to Corner Auto Body.

ALL IN FAVOUR

MOTION CARRIED

Mayor Burfitt and Councillor Meade returned to the meeting.

c. Phone Booth

Deputy Mayor Brooks asked if the phone booth can be painted on Church Street.

d. Harbour Authority

Councillor Clements asked if the cement blocks can now be removed on the wharf/Downtown Development area.

e. Code of Conduct Training

Councillor Meade asked if she could forward the Code of Conduct Training slideshow to the Grand Bank Theatre for their use. Councillor Meade also advised that a lot of residents have been requesting more public swims.

f. Meeting with NL Health Services

Councillor Dunne asked if we have a meeting arranged with NL Health Services. Town Clerk Patten advised we are waiting to confirm a time.

g. Swimming Pool Rentals

MOTION 2026-4126: D.DUNNE/A.MEADE

Motioned that the Town change the pool rentals from \$90-\$105/hour to \$120/hour.

ALL IN FAVOUR

MOTION CARRIED

13. COMMUNICATIONS FROM TOWN OFFICIALS

14. NEXT MEETING DATE

June 22, 2026 at 4:00 p.m.

15. ADJOURNMENT

MOTION 2026-4127: E.STROWBRIDGE/R.BROOKS

Motioned that the meeting adjourn at 6:45 p.m.

ALL IN FAVOUR

MOTION CARRIED